

Office on Asian and Pacific Islander Affairs

| Description | FY 2002 Approved | FY 2003 Proposed | % Change |
|------------------|------------------|------------------|----------|
| Operating Budget | \$206,698 | \$213,175 | 3.1 |

The mission of the District of Columbia Office on Asian and Pacific Islander Affairs (OAPIA) is to ensure that a full range of health, education, employment and social services is available to the Asian and Pacific Islander (API) community in the District.

Did you know...

The Office of Asian and Pacific Islander Affairs, through the language capabilities of its staff, can serve Chinese, Korean and Vietnamese speaking clients

There are over 100 API community organizations within the Metropolitan area.

The API community is the most diverse of all minority communities; members come from over 20 countries and speak dozens of languages and dialects

There are 15,537 APIs resident in the District, constituting about 2.8 percent of the District's total population of 572,059

The population of APIs in D.C. has increased between 39 percent (Asian only) and 66 percent (Asian and some other race), the fastest rate of any minority group.

66 percent of the small business licenses in D.C. are owned by APIs

OAPIA's website address is www.oapia.dc.gov

OAPIA's telephone number is (202) 727-3120

The OAPIA advises the Mayor, the Council and the District government on the views, needs, and concerns of this fast growing minority group. The OAPIA works with all levels of government to ensure the delivery of information and services to the API community. This office facilitates public and private programs that serve the needs of the API community on public safety, human rights, economic development, housing, employment, social services, public health, transportation, education and multi-cultural development.

The agency works to fulfill this mission by acting as an advocate on behalf of the API community, addressing a wide range of staffing, funding and policy issues that affect both the availability and quality of community services.

OAPIA was a part of the Executive Office of the Mayor until October 2001, when it became an independent agency through legislation, the District of Columbia's Asian and Pacific Islander Community Development Act 2000 (D.C. Act 14-85). The agency plans to fulfill its mission by trying to achieve the following strategic result goals:

Where the Money Comes From

Table AP0-1 shows the funding for the Office on Asian and Pacific Islander Affairs.

Table AP0-1

FY 2003 Proposed Operating Budget, by Revenue Type

(dollars in thousands)

| | Actual FY 2000 | Actual FY 2001 | Approved FY 2002 | Proposed FY 2003 | Change From FY 2002 |
|--------------------|-------------------|-------------------|---------------------|---------------------|------------------------|
| Local | 0 | 0 | 207 | 213 | 6 |
| Gross Funds | 0 | 0 | 207 | 213 | 6 |

How the Money is Allocated

Table AP0-2 and 3 shows the FY 2003 proposed budget and FTEs for the agency at the Comptroller Source Group level (Object Class Level).

Table AP0-2

FY 2003 Proposed Operating Budget, by Comptroller Source Group

(dollars in thousands)

| | Actual FY 2000 | Actual FY 2001 | Approved FY 2002 | Proposed FY 2003 | Change from FY 2002 |
|--|-------------------|-------------------|---------------------|---------------------|------------------------|
| Regular Pay - Cont Full Time | 0 | 0 | 144 | 147 | 3 |
| Fringe Benefits - Curr Personnel | 0 | 0 | 21 | 22 | 0 |
| <i>Personal Services</i> | <i>0</i> | <i>0</i> | <i>165</i> | <i>168</i> | <i>3</i> |
| Supplies and Materials | 0 | 0 | 3 | 3 | 0 |
| Energy, Comm. and Bldg Rentals | 0 | 0 | 2 | 5 | 3 |
| Telephone, Telegraph, Telegram, Etc | 0 | 0 | 2 | 2 | 0 |
| Rentals - Land and Structures | 0 | 0 | 2 | 2 | 0 |
| Other Services and Charges | 0 | 0 | 16 | 16 | 0 |
| Equipment & Equipment Rental | 0 | 0 | 17 | 17 | 0 |
| <i>Non-personal Services</i> | <i>0</i> | <i>0</i> | <i>42</i> | <i>45</i> | <i>3</i> |
| Total Proposed Operating Budget | 0 | 0 | 207 | 213 | 6 |

Table AP0-3

FY 2003 Full-Time Equivalent Employment Levels

| | Actual FY 2000 | Actual FY 2001 | Approved FY 2002 | Proposed FY 2003 | Change from FY 2002 |
|----------------------|-------------------|-------------------|---------------------|---------------------|------------------------|
| Continuing full time | 0 | 0 | 3 | 3 | 0 |
| Total FTEs | 0 | 0 | 3 | 3 | 0 |

- Increasing access of health, education, employment and social services to all API residents
- Engaging API residents and businesses in economic development plan of the District.

Initiatives for FY 2003 include:

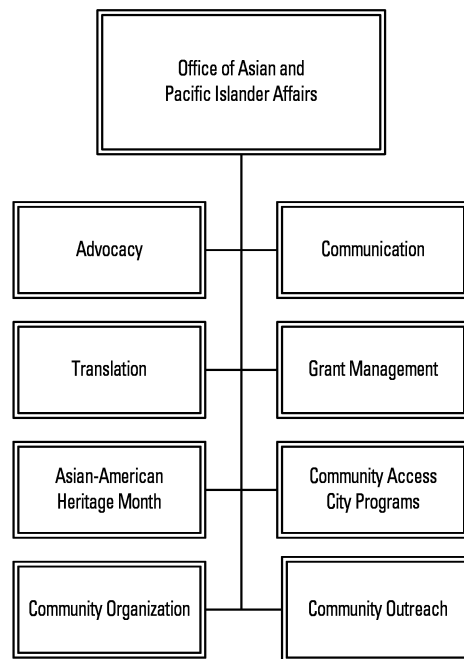
- Working with community-based organiza-

tions that provide services to the API community.

- Providing assistance in developing grant proposals and partnerships with appropriate governmental and non-governmental entities.

Figure AP0-1

Office of Asian and Pacific Islander Affairs Programmatic Structure



Local Funds

The proposed Local budget is \$213,175, an increase of \$6,477, or 3.1% percent, over the FY 2002 approved budget of \$206,698. Of this increase, \$3,289 is for personal services and \$3,188 is for nonpersonal services. There are 3 FTEs funded by Local sources, which reflects no change in number of FTEs from FY 2002. Significant changes are:

- An increase of \$3,289 due to pay increases granted in FY 2001.
- An increase of \$3,188 due to adjustments for fixed costs estimates

Programmatic Structure

OAPIA has an Executive Director who oversees the daily office operations and supervises its staff. Under the Director are a bilingual staff assistant and a bilingual program specialist.

Programs

The Office of Asian and Pacific Islander Affairs serves the API community in the following ways:

Advocacy - The office serves as the primary agency for the Mayor and District government on issues concerning the API community. It intercedes on behalf of at-risk children, seniors, small businesses, and immigrants with limited English proficiency and persons with disabilities by providing assistance to those in need of the District's services. OAPIA also assists in resolving

civil rights and discrimination issues.

Communications – OAPIA provides pertinent information to the API community regarding changes in D.C. government services. It addresses and disseminates information about issues affecting the community through publications, the media and public forums. It works to increase API community participation in the Mayor's programs, initiatives, and other government programs.

Translation – OAPIA provides translation and interpretation to the Executive Office of the Mayor in relation to its programs and information. OAPIA assists the District's governmental agencies in providing referral assistance for bilingual translation services to the emerging population of Asian heritage. It serves as the District's official translation coordinator to provide members of the API community with equal access to District services.

Grant Management – OAPIA seeks to identify and develop funding resources for community-based agencies and businesses serving the API community. It seeks partnership opportunities with those agencies for innovative research, special programs and projects.

Asian American Heritage Month Celebration – May has been designated by Congress to honor Asian Pacific American Heritage. OAPIA is responsible for planning and coordinating citywide programs to celebrate and recognize the contributions of Asian Pacific Americans to the political, social, economic, and cultural diversity of the city.

Improving Community Access to City Programs – OAPIA seeks to identify pertinent issues in the API community. It works with other agencies to resolve problems and issues. The OAPIA advises the Mayor, City Council and other District agencies on important issues relating to the API community. The OAPIA director reports to the Mayor, on a weekly basis, major community issues or emerging needs with recommendations of possible solutions.

The OAPIA director meets quarterly with agency directors and staff to review and improve services regarding public safety, health, welfare and business regulations. OAPIA assists the Mayor in assessing the capacity and effectiveness of city programs serving special populations such as residents with limited English and residents

with special needs due to their cultural, ethnic and religious backgrounds. The office facilitates meetings between community members and agency representatives and is represented at community meetings.

Community Organization – OAPIA informs, educates, and engages the API community to support the Mayor's initiatives and programs. It seeks to establish positive relationships with key community leaders and organizations. It assists in recruitment of APIs to serve on various D.C. boards and commissions and to work in District agencies. It provides monthly reports to the D.C. Commission on API affairs.

Community Outreach – OAPIA plans and organizes the Mayor's regular programs with the API community, including town hall meetings, roundtables, press conferences, and special meetings with various ethnic constituents. It assists in ensuring delivery of the Mayor's message to the community. Its staff represents the Mayor at citywide events, forums and through presentations to community organizations. The OAPIA assists in communications between the Mayor's office and Asian embassies and consulates, international residents in the District and delegations from Asian countries.

Agency Goals and Performance Measures

Goal 1: Disseminate information in both English and Asian languages to the Asian and Pacific Islander (API) community to help increase accessibility to city programs.

Citywide Strategic Priority Area: Building and Sustaining Healthy Neighborhoods

Manager: Greg Chen, Director, Office of Asian & Pacific Islander Affairs

Supervisor: Joy Arnold, Deputy Chief of Staff for Community Affairs

Measure 1.1: Number of visits to community-based organizations and service centers

| | 2000 | 2001 | Fiscal Year 2002 | 2003 | 2004 |
|--------|------|------|---------------------|------|------|
| Target | N/A | N/A | 40 | 40 | 40 |
| Actual | N/A | N/A | - | - | - |

Measure 1.2: Number of community events attended

| | 2000 | 2001 | Fiscal Year 2002 | 2003 | 2004 |
|--------|------|------|---------------------|------|------|
| Target | N/A | N/A | 80 | 80 | 100 |
| Actual | N/A | N/A | - | - | - |

Measure 1.3: Number of APIs to receive information and materials about city programs

| | 2000 | 2001 | Fiscal Year 2002 | 2003 | 2004 |
|--------|------|------|---------------------|------|------|
| Target | N/A | N/A | 1000 | 1500 | 2000 |
| Actual | N/A | N/A | - | - | - |

Measure 1.4: Number of members in database for outreach

| | 2000 | 2001 | Fiscal Year 2002 | 2003 | 2004 |
|--------|------|------|---------------------|------|------|
| Target | N/A | N/A | 500 | 700 | 1000 |
| Actual | N/A | N/A | - | - | - |

Goal 2: Identify API community's major issues and emerging needs and work with D.C. agencies for solutions.

Citywide Strategic Priority Areas: Building and Sustaining Healthy Neighborhoods

Manager: Greg Chen, Director, Office of Asian & Pacific Islander Affairs

Supervisor: Joy Arnold, Deputy Chief of Staff for Community Affairs

Measure 2.1: Number of meetings facilitated between D.C. agencies and community members to resolve problems

| | 2000 | 2001 | Fiscal Year 2002 | 2003 | 2004 |
|--------|------|------|---------------------|------|------|
| Target | N/A | N/A | 12 | 12 | 12 |
| Actual | N/A | N/A | - | - | - |

Goal 3: Strengthen relationships with community based organizations, various groups and individuals to generate support for and participation of public programs through advocacy and partnerships.

Citywide Strategic Priority Area: Building and Sustaining Healthy Neighborhoods

Manager: Greg Chen, Director, Office of Asian & Pacific Islander Affairs

Supervisor: Joy Arnold, Deputy Chief of Staff for Community Affairs

Measure 3.1: Number of meetings with community leaders and D.C. Commission on Asian and Pacific Islander Affairs

| | 2000 | 2001 | Fiscal Year 2002 | 2003 | 2004 |
|--------|------|------|---------------------|------|------|
| Target | N/A | N/A | 30 | 30 | 30 |
| Actual | N/A | N/A | - | - | - |

Measure 3.2: Number of attendees at the annual town hall meeting with the API community

| | 2000 | 2001 | Fiscal Year 2002 | 2003 | 2004 |
|--------|------|------|---------------------|------|------|
| Target | N/A | N/A | 150 | 200 | 250 |
| Actual | N/A | N/A | - | - | - |

Measure 3.3: Number of newspaper articles in ethnic newspapers reporting API's participation and support

| | 2000 | 2001 | Fiscal Year 2002 | 2003 | 2004 |
|--------|------|------|---------------------|------|------|
| Target | N/A | N/A | 40 | 45 | 50 |
| Actual | N/A | N/A | - | - | - |

Measure 3.4: Average attendance of APIs in the Mayor's citywide programs

| | 2000 | 2001 | Fiscal Year 2002 | 2003 | 2004 |
|--------|------|------|---------------------|------|------|
| Target | N/A | N/A | 2 | 3 | 3 |
| Actual | N/A | N/A | - | - | - |

Note: Census 2000 shows 2.6 percent of the city's population is APIs.

Goal 4: Work in collaboration with D.C. agencies to implement the Mayor's initiatives serving residents with language and cultural barriers.

Citywide Strategic Priority Area: Building and Sustaining Healthy Neighborhoods

Manager: Greg Chen, Director, Office of Asian & Pacific Islander Affairs

Supervisor: Joy Arnold, Deputy Chief of Staff for Community Affairs

Measure 4.1: Number of cross-agency meetings on implementing the Mayor's initiative serving the API community

| | 2000 | 2001 | Fiscal Year 2002 | 2003 | 2004 |
|--------|------|------|---------------------|------|------|
| Target | N/A | N/A | 8 | 8 | 8 |
| Actual | N/A | N/A | - | - | - |

Note: Quarterly meetings and town hall meeting planning meetings.

Measure 4.2: Number of meetings with individual agency directors and program coordinators

| | 2000 | 2001 | Fiscal Year 2002 | 2003 | 2004 |
|--------|------|------|---------------------|------|------|
| Target | N/A | N/A | 20 | 20 | 20 |
| Actual | N/A | N/A | - | - | - |

Goal 5: Assist community based organizations and individuals in addressing their needs, and make referrals about cases involving API residents and businesses with language and cultural barriers.

Citywide Strategic Priority Areas: Building and Sustaining Healthy Neighborhoods

Manager: Greg Chen, Director, Office of Asian & Pacific Islander Affairs

Supervisor: Joy Arnold, Deputy Chief of Staff for Community Affairs

Measure 5.1: Number of community-based organizations assisted

| | Fiscal Year | | | | |
|--------|-------------|------|------|------|------|
| | 2000 | 2001 | 2002 | 2003 | 2004 |
| Target | N/A | N/A | 25 | 30 | 35 |
| Actual | N/A | N/A | - | - | - |

Measure 5.2: Number of cases assisted

| | Fiscal Year | | | | |
|--------|-------------|------|------|------|------|
| | 2000 | 2001 | 2002 | 2003 | 2004 |
| Target | N/A | N/A | 30 | 30 | 30 |
| Actual | N/A | N/A | - | - | - |

Note: Cases involving residents and merchants with language and cultural barriers.

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